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MEMORANDUM TO: Chief/Operations School

1 April 1957  
RPTS 1

FROM : Assistant Chief for Field Training

SUBJECT : Weekly Activities Report #14, Operations School/█, 25-31 March 1957

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**SIGNIFICANT ITEMS:**

1. The Director of Training was here Tuesday evening, 26 March, and Wednesday, 27 March. A discussion was held among the DTR, the █ the AF/OS, the D/AF/OS, the █ and the A/AF/OS concerning the planned rehabilitation of several buildings used for Operations School/█ training exercises and problems.

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2. The Chief/Counterintelligence Staff and the Deputy Chief/Western Hemisphere Division were visitors to Operations School/█ on 29 and 30 March. Chief/CI Staff presided over a conference among Operations Instructors concerning CI/CE doctrine and procedures. We are most appreciative for Chief/CI Staff's visit and the significant contributions made to the knowledge of our Staff.

**OTHER ACTIVITIES:**

Office of AF/OS

1. AF/OS devoted considerable time during this reporting period to the review of Operations Course content and the administrative plans for OC #4. He also participated in the OFC Audio Demonstration on 27 March and the OFC DFing Exercise on 28 March.

2. AF/OS and D/AF/OS interviewed █ on Monday, 25 March, in connection with █ future assignment here as an Operations Instructor. █ is enrolled in OC #4 as a student, and will assume his instructional responsibilities beginning with OC #5.

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3. Mr. █ were our guests on 26 and 27 March. █ has recently joined the staff of AF/OS and was here for an orientation concerning our training facilities and familiarization with our coverage of PP instruction. She was given a tour █ by A/AF/OS.

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4. D/AF/OS was in Headquarters on Tuesday, 26 March. He attended the preview of the "Safe Sites" film, conferred with C/OS, and discussed his forthcoming rotation with DDP Area Division representatives.

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5. D/AF/OS interviewed the case officer for Special Project [REDACTED] on Thursday, 28 March. The case officer stated that the training being provided to the special trainee was progressing satisfactorily and that he was quite pleased.

6. A/AF/OS inspected the old [REDACTED] with the [REDACTED] in an effort to determine whether or not the building has a future use in training activities.

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7. The Weekly Staff Conference for Course and Unit Chiefs was conducted by AF/OS on Friday, 29 March.

### Courses

#### Operations Course

1. The greater part of the week was devoted to preparation for the forthcoming Operations Course #4. To this end the schedule was completed and approved by all concerned. Reproduction of the schedule was completed on 29 March. Seminar leaders have been assigned and the students have been assigned to seminar groups. There will be four seminars of ten students each and one seminar of nine students. Two instructors are assigned to each seminar as seminar leaders.

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2. Messrs. [REDACTED] were TDY Headquarters on 19 March for the preview of the "Safe Site" film and other official business.

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3. [REDACTED] was TDY Headquarters on 26 and 27 March for the preview of the "Safe Site" film and conferences concerning agent handling and management instruction.

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4. [REDACTED] spent 26 and 27 March at [REDACTED] in preparation for his forthcoming duties as an OC Instructor.

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5. [REDACTED] was TDY Headquarters on 27 March for the briefing of the students assigned to OC #4.

#### Operations Familiarization Course

1. Instruction during the fourth week concentrated on Counterespionage.

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2. TSS personnel presented two hours of lecture and equipment display (including binaural recordings) on Tuesday morning. [REDACTED] and TSS personnel presented an Audio-Surveillance demonstration on Wednesday afternoon, featuring phone taps, mike plants, fixed and portable transmitters.

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3. [redacted] ran a [redacted] exercise late Tuesday afternoon. It was attended by several OFC students on a voluntary basis.

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4. [redacted] conducted a D/F briefing and exercise on Thursday afternoon, assisted by [redacted] of his Commo staff, [redacted] of the CFA/MOC Staff, and [redacted] [redacted] lectured on ELINT on Friday morning.

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5. [redacted], OC staff, lectured on Commercial Cover on Friday morning.

#### Air Operations Course

1. Most of the week was devoted to making preparations for the Air Reception training scheduled for Project [redacted] on 1 and 3 April. Also a schedule was prepared for training to be given to two Headquarters employees on 4 and 5 April.

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2. [redacted] prepared a sample message for use in connection with the Site Reporting and Sketch and Request Message portion of the Air Reception Phase, AOC.

#### Clandestine Field Activities/Maritime Operations Course

1. The CFA staff has located a new survival area where a permanent display site will be constructed. Areas have been located nearby that will be used for training.

2. The CFA staff received instruction one afternoon on the use of DF Radio Equipment and participated in the evening problem for the OFC.

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3. Weapons Instructor, [redacted] has been occupied all week with a tutorial student, [redacted].

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4. [redacted] has been overhauling outboard motors this week [redacted].

#### Special Staybehind Operations Course

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1. Scheduled training for Project [redacted] is progressing satisfactorily. Training was continued Saturday by the [redacted] section and on Sunday by SSOC.

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2. Preparations were made for a tutorial course in Caching, Air Operations and Evasion and Escape 1-12 April. [redacted] will be at [redacted] 8-12 April to assist in the training.

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3. Two persons from the PP staff will be at [REDACTED] on 1 April to receive instruction in the fingerprint system of identification used in Evasion and Escape planning.

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4. The film unit is scheduled to be at [REDACTED] on 1 April to resume shooting of the Caching Film.

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5. [REDACTED] visited Headquarters 26 March to commence processing for an overseas assignment and to confer with the film unit concerning the Caching Film.

### Units

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#### Assessment & Evaluation

1. The briefing for new OC Instructors on training evaluations procedures was completed with four hours devoted to specific evaluation devices used in each block of the OC. In addition, one new OC Instructor who missed the initial session and [REDACTED] of OFC were given the session on "Purposes, Principles, and Procedures of Evaluation."

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2. [REDACTED] was here TDY from Headquarters to begin a three-weeks period of familiarization with training evaluation activities. The major portion of his time was spent on the objectives and content of the cover block of OC. He also sat in on the evaluation briefing sessions for new Instructors.

3. Support of OFC: Statistical work was carried out to determine cut-off points for OFC end-of-third-week grades, based on comparisons across classes 4-8.

#### 4. Support of OC:

a. The draft of schedule for the first eight weeks of OC #14 was reviewed with reference to the sequence of presentation in a given block of instruction. A few suggestions about revising sequence were made, and PO/OC incorporated these in the schedule.

b. A draft of the proposed new form for recording seminar observations was presented at an OC staff meeting.

c. Assistance was given the Chief/Interrogation Committee, in preparing the draft of an Interrogation Guide to be used by students in conducting the Biographic Information Exercise.

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d. Recommendations about grouping of OC #4 students in seminars were made to CI/OC. These suggestions were based on pre-training test results, using the information from OFC about tested characteristics which seem to be related to a seminar's quantity and quality of participation. (sic)

### Training Aids Unit

#### 1. Graphics & Photography:

a. A large chart pertaining to the Structure of the [redacted] Branch has been prepared for the OC.

b. Vu graph transparencies pertaining to the "Structure of DDP" and "Agent Approval Process" have been prepared for the Operations Course.

c. The newly completed simulated surveillance panel, which makes use of magnetic symbols, will be used by OC and OFC.

d. Various outdoor signs and mockups pertaining to the OC live problem have been prepared.

e. A very large chart map of [redacted] was completed for OFC and used in conjunction with a former OSS study.

#### 2. Library:

Effective 1 April the library will be open two nights a week for two hours each night. Hours and dates will be coordinated with Course Chiefs and published on monthly basis.

### Technical Services Staff

1. [redacted] have presented tutorial training to the [redacted] trainee every afternoon except Tuesday during this period. A full day of instruction in [redacted] for this trainee is scheduled for Saturday, 30 March.

2. Messrs. [redacted] have prepared twenty-six of the one hundred charges required for Project #44, [redacted]

3. [redacted] arrived 25 March and returned to Headquarters 28 March. He was here to assist [redacted] and [redacted] in preparing the Audio-Surveillance Demonstration presented to OFC #8 on 27 March 1300 to 1600 hours.

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4. [REDACTED] presented three lectures to OFG #8 on 26 March: Audio-Surveillance, Concealment, and Entry. [REDACTED]

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**PERSONNEL NOTES:**

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1. [REDACTED] are the proud parents of a baby boy, [REDACTED] born Wednesday, 27 March. This is their fifth child.

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2. [REDACTED] departed Friday afternoon for Headquarters. She will take the ICC beginning 1 April.

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[REDACTED]  
Assistant Chief for Field Training

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